



Gulf Coast Region Florida Odyssey of the Mind 2015-2016



FORMS GO WHERE?

- a. Coordinators Keep: Team, Worker, and Judge Registration forms
- b. Give to Coaches: Spontaneous Workshop form, Regional T-Shirt Order form, Important Dates, Training flyers, **NEW DISTRICT REQUIRED FORM**
- c. Send to National: National Membership form (NOT Pasco Public Schools)
- d. Send to the Regional Director (Freda):
 - National Membership Application (send by October 2 if Pasco Public School)
 - Regional Membership Registration form,
 - Regional T-shirt Order forms with money, and
 - Scholarship forms

REGISTER WHAT? REGISTER HOW?

1. National Registration of membership is done at www.odysseyofthemind.com to pay by credit card. Pasco County Schools is paying national membership for public schools that send the national application to Freda Abercrombie by October 2.
2. Register all individual teams for competition at www.floridaodysseyofthemind.org. The coordinator does this. Complete registration includes all information on the team's coaches, members, judge, and volunteer worker before payment can be made.
3. Coaches register for beginning coach training, Advanced Coach training, and spontaneous workshop for team at www.gcodysey.com.
4. Coaches order regional t-shirts online at www.gcodysey.com. Include a copy of all order forms with one check per membership, not per team.

CHANGES FOR THIS YEAR:

- Regional Registration Fee – reduced to \$60 for competitive teams
- Advanced Coach Training – November 14 – opportunity to purchase spontaneous workbooks and balsa wood at **VERY LOW COSTS**.
- Public School coaches must bring new **DISTRICT REQUIRED FORM** to **MANDATORY COACH MEETING ON FEBRUARY 6**

Dear Odyssey of the Mind Membership Coordinator,

Welcome back and thank you for all you do for the children of Gulf Coast Region. On behalf of the entire Regional Board, good luck to all teams! This may be the most important information we give to you this year, so please take the time to read all SIX pages carefully, make the appropriate copies, and distribute them to EVERYONE who needs to know this information.

Included, please find: (If you're downloading this letter, make sure you download all forms)

- A “2015-2016 Gulf Coast Important Dates” - an overview of all registration due dates and team activities – COPY AND GIVE TO COACHES.
- A “Regional Membership Registration” form, also known as the “Coordinator’s Form”: As coordinator, your responsibility is to collect ALL fees and forms from ALL teams and USE THE INFORMATION TO REGISTER THE TEAMS, WORKERS, AND JUDGES ONLINE. This form serves as an overview of your TOTAL membership and as proof that ALL ADULTS associated with a team are approved volunteers. This form must be sent to the regional director by December 15, 2015.
- A “Team Registration” form: Complete **one per team**. Use the form to complete a team registration online by **December 15**. The names listed online will be compared to the team’s “Outside Assistance” form submitted at each level of competition. KEEP THE FORM.

Teams may be paid for online with a credit card at www.floridaodysseyofthemind.org. Paying the registration fee locks the team’s roster, after which changes can’t be made, so be sure you have the roster information entered before generating an invoice or paying with a credit card. **ALL TEAMS MUST BE REGISTERED ONLINE BY THE DEADLINE.**

- A “Worker” form - **Each team** is required to provide one adult to work a three-hour shift on the day of competition or setup the evening before. Workers monitor doors, keep time, run errands, and otherwise help us make sure the regional tournament is successful. We will make sure a worker is not scheduled at the same time his or her team is competing. Workers less than 18 years of age (16 or 17) or still in high school must be pre-approved by the regional director **BEFORE** registering the worker online. A maximum of two workers between the ages of 16 and 18 will be approved per membership. Workers must be registered online by December 15. **KEEP THE FIRST PAGE OF THE FORM; GIVE THE SECOND TO THE VOLUNTEER – BE SURE YOU FILL IN THE APPROPRIATE INFORMATION ON THE SECOND PAGE.**

•A “Judge Registration” form - **Each team** is required to provide one judge for the regional competition. This person agrees to attend judge’s training (February 6) and to BE AVAILABLE TO judge at BOTH of the regional competitions (FEBRUARY 27 **AND** MARCH 5). This **two-PAGE** form has several questions necessary to properly place the judge. Use the info to register the judge online by **December 15**. **KEEP THE FIRST PAGE OF THE FORM; GIVE THE SECOND PAGE TO THE JUDGE.**

If a large membership has difficulty securing enough judges, the coordinator may request that ONE judge be a junior or senior in high school, **but this must be approved by the regional director BEFORE registering the judge.** MORE JUDGES WILL BE NEEDED AT THE DIVISION ONE TOURNAMENT, THAN THE DIVISION 2/3 TOURNAMENT. Sign up judges with the understanding that they WILL be chosen to judge BOTH of the tournaments. We may excuse them for one tournament, but that decision will be made after training day.

Judges are committed to one area the whole day of competition and can’t leave to see their own child compete in another problem, so teachers, guidance counselors, and administrators make good prospects for judges. Judges are the heart of a quality tournament. For us to ensure a successful experience for the participants, ALL judges must commit to and attend the training, or teams will be penalized. Experienced spontaneous judges may be excused from the training if they serve at one of the spontaneous workshops, but this must be arranged with the spontaneous problem captain. We will notify a judge by e-mail of his/her assignment.

ALERT: Every adult WORKER, JUDGE, OR COACH for any Pasco County Public School Odyssey of the Mind team must be an approved volunteer who has been screened according to district regulations. Coordinators must insure this requirement is met.

•“Regional T-Shirt Order” Form – We have a lovely t-shirt design this year, including a special coach version. If you check the regional website periodically, you’ll see the design. The deadline for ordering a regional shirt is **December 15**. Coaches order shirts on the regional website by team. Use the paper form and send all forms with one check for the membership. Shirts will be available for pick up at the mandatory coach’s meeting on February 6. **SEND ONE CHECK PER SCHOOL TO COVER ALL T-SHIRT ORDERS, PLEASE!** Checks are made payable to Florida Odyssey of the Mind.

•“Scholarship” Application - Any graduating senior who has participated in the Odyssey of the Mind program as a team member for a minimum of three years can apply for this scholarship. The scholarship(s) will be awarded at the Division 2/3 regional tournament awards ceremony.

- "Spontaneous Workshop Registration" Form – We're planning THREE this year! Bring your teams to ONE of the workshops and let them practice their spontaneous skills in a variety of situations. This event is a ton of creative fun, so be sure to register and attend. COACHES SHOULD REGISTER THEIR TEAM ONLINE AT THE REGIONAL WEBSITE. All teams must register.
- School Banners Information – You'll need a banner for the awards ceremony. Read the form carefully.
- Training Flyers – Please copy and give to all coaches. Go over the directions with them and ask them to attend the trainings if possible. We are making a concentrated effort to improve our teams by making sure our coaches are teaching problem solving skills as well as problem analysis skills.
- NEW DISTRICT REQUIRED FORM – Pasco County public school teams must have each Odyssey family sign the "Parent Permission and Acknowledgement" form. Coaches also sign the form. Coaches are to turn in the forms at the MANDATORY coach meeting on February 6, 2016.

Well, that's it for now. If you're feeling a bit overwhelmed, please call or email me with any questions or concerns you may have. Please note that I am using the email address, fabercro@pasco.k12.fl.us for all correspondence. Also, feel free to attend the coach's training, even if you're an experienced coach. We will be there to offer support and assistance. I look forward to seeing you at trainings, workshops, meetings, and of course, for the Regional Tournaments at CHARLES S. RUSHE MIDDLE SCHOOL on FEBRUARY 27, for divisions 2 and 3 or at T.E. WEIGHTMAN MIDDLE SCHOOL on MARCH 5, for division 1. Until then, good luck!

On behalf of the entire Gulf Coast Regional Board,

Freda Abercrombie

Freda Abercrombie, Regional Director
 (813) 924 – 0850 (cell) (813) 794-0200 (TEWMS, school)
 E-mail: fabercro@pasco.k12.fl.us

Check the website often! <http://www.gcodyssey.com>

More Very Important Stuff

- If you want to thank a sponsor, send the information to Freda and she'll put it on the website.
- Please remind your teams and families to take extremely good care of our host sites, including parking safely and **DISPOSING OF TRASH PROPERLY**. Our program thrives because of the generous support of Pasco County schools.
- Each team is required to provide one worker and one judge. If you provide more than one judge or worker per team, that's very helpful for the region, BUT PLEASE DON'T register multiple judges and/or workers with the idea that the extra adults are "back up" or "just in case" the required adult doesn't show up. We train, schedule, and rely on the extras the same as the required. Therefore, **ALL WORKERS AND JUDGES WHO ARE REGISTERED AND SCHEDULED ARE EXPECTED TO FULFILL THEIR OBLIGATION OR THE TEAM WILL BE PENALIZED.**
- PLEASE keep judges informed and reminded of the training and tournament dates. Do NOT just sign up people with the intention of finding a "real" person later. It's time consuming and confusing to reorganize dozens of judges two days before training.
- You can order state merchandise on the Florida Odyssey of the Mind website at www.floridaodysseyofthemind.org.
- Please be sure to supply current e-mail addresses for all judges, coaches, and workers whenever possible. The state website will caution against school email addresses, but they work better for our purposes. Most notifications will be issued by e-mail. If you give an e-mail address, please be sure to actually read your e-mail regularly. Thanks!
- Primary teams have the same obligations as all other teams: one judge, one worker, paperwork, etc. One or more primary teams will represent the Gulf Coast Region at the State Tournament. The team will not compete, but will perform in both long term and spontaneous. The team will be chosen by random drawing from interested teams at the regional tournament Primary awards ceremony.

Payment Information – Give to bookkeepers.

***Attention Pasco Schools bookkeepers: FLOMA is vendor #8655.**

It is imperative that checks be made payable to the correct organization and address.

NATIONAL MEMBERSHIP is \$135 and goes to:

Creative Competitions, Inc. (CCI)

406 Ganttown Road

Sewell, NJ 08080

www.odysseyofthemind.com

(**SPECIAL NOTE FOR PASCO PUBLIC SCHOOLS – the district is paying the national registration IF you send the national registration application to FREDA ABERCROMBIE at TEWMS by October 2. Send no money, just the form.)

The TEAM REGISTRATION cost is \$135.00 per team (\$50.00 for primary teams). After the national registration has been processed, you'll be able to register teams as follows. Pay all team registrations at www.floridaodysseyofthemind.org through paypal (convenience fee added) or by generating an invoice and sending a check made payable to "FLOMA" with the invoice to:

Florida Odyssey of the Mind (FLOMA)
c/o Keith Karlberg, Business Administrator
05126 Twin Palms Road
Fruitland Park, FL 34731

REGIONAL T-SHIRTS FORMS AND MONEY go to:

Florida Odyssey of the Mind
c/o Freda Abercrombie
4846 Darlington Road
Holiday, FL 34690

(Pasco teams can send the forms and money through the courier.)

How a membership raises money to pay the costs associated with participating in the Odyssey of the Mind program is up to the membership's administration. Some memberships hold fundraisers, some secure business sponsors, some charge participants a fee, and some use a combination of these methods. Regardless of how the money is secured, all registration and t-shirt money must be filtered through the membership according to its bookkeeping regulations.